



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
BOARD OF NURSING HOME ADMINISTRATORS

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

PUBLIC MEETING MINUTES:	BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS
MEETING DATE AND TIME:	Tuesday, August 12, 2014 at 1:00 p.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Cannon Building, Second-Floor Conference Room B
MINUTES APPROVED:	September 22, 2014

MEMBERS PRESENT

Terri White, Professional Member, President
E. Ray Quillen, Professional Member
Tim Bane, Public Member
Elizabeth Hague, Public Member
Mike Salitsky, Professional Member
Hope Squier, Healthcare/Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Kevin Maloney, Deputy Attorney General
Sheryl Paquette, Administrative Specialist III
Flora Peer, Administrative Specialist II

MEMBERS ABSENT

Cecilia Jones, Public Member
Sandra Dole, Healthcare/Public Member

PUBLIC PRESENT

None

CALL TO ORDER

Ms. White called the meeting to order at 1:03 p.m.

REVIEW AND APPROVAL OF MINUTES

The Board reviewed the minutes of the March 11, 2014 meeting. Mr. Quillen made a motion, seconded by Mr. Salitsky, to approve the minutes as presented. The motion carried unanimously.

HEARINGS

None

NEW BUSINESS

RATIFICATION OF LICENSURE

Joan Martin (Temporary NHA)

Mr. Salitsky reviewed Ms. Martin's application of the Board. Mr. Salitsky made a motion, seconded by Ms. Hague, to ratify the temporary licensure of Joan Martin. The motion carried unanimously.

John Teoli (Temporary NHA)

Mr. Salitsky reviewed Mr. Teoli's application for the Board. Mr. Salitsky made a motion, seconded by Ms. Hague, to ratify the temporary licensure of John Teoli. The motion carried unanimously.

REVIEW OF APPLICATIONS FOR LICENSURE

Roneve Davis (AIT)

Ms. White reviewed Ms. Davis application for the Board. Mr. Maloney stated Ms. Davis had a criminal background and the Board could propose to deny the application for licensure based on 11 Del.C. §841, 9.1.67 Theft. A letter would be sent to Ms. Davis stating that Board proposed to deny her application based on crimes substantially related to the practice of nursing home administration. Ms. Davis could request a hearing to explain her criminal history to the Board. Upon review of Ms. Davis' application, Ms. White recommended to PTD and all members agreed.

Yingying Ingles (AIT)

The application for Ms. Ingles was added to the agenda in error.

Frederick Storck NHA

Mr. Salitsky reviewed the application for Frederick Storck for the Board. Mr. Maloney stated Mr. Storck had a criminal background. The Board could propose to deny his application for licensure based on crimes substantially related to the practice of nursing home administration, specifically 11 Del.C. §913, 9.1.102, insurance fraud and 9.1.103, health care fraud. A letter would be sent to Mr. Storck stating that the Board proposed to deny his application for licensure based on crimes substantially related to the practice of nursing home administration. Mr. Storck could request a hearing to explain his criminal history to the Board. Upon review of Mr. Storck's application, Ms. White recommended to PTD and all members agreed.

Donna Pauldine (NHA)

Mr. Quillen reviewed Ms. Pauldine's application for the Board. Mr. Quillen made a motion seconded by Ms. White to approve Ms. Pauldine's application for licensure. The motion carried unanimously.

REVIEW OF AIT PROGRESS REPORTS

David Parkinson (2nd and 3rd Report)

Ms. White summarized Mr. Parkinson's second and third and final report, stating that everything was in order. After Board review, Ms. White made a motion, seconded by Mr. Salitsky to approve Mr. Parkinson to sit for the NHA exam. The motion carried unanimously.

Leah Addor (Final Quarterly Report)

Mr. Quillen summarized Ms. Addor's final quarterly report for the Board. After Board review, Mr. Quillen made a motion, seconded by Mr. Salitsky, to grant Ms. Addor approval to sit for the NHA exam. The motion carried unanimously.

Kathleen Gibson (Final Quarterly Report)

Mr. Salitsky summarized Ms. Gibson's final quarterly report for the Board. After Board review, Mr. Salitsky made a motion, seconded by Ms. White, to grant Ms. Gibson approval to sit for the NHA exam contingent on receiving continuing education certificates. The motion carried unanimously.

REVIEW of AIT SUMMARY REPORT

Ms. Peer summarized the status report of the current AITs.

REVIEW OF CONTINUING EDUCATION APPROVAL REQUESTS

Mike Salitsky, "Sales 101 Selling Skills," November 9-10th, 2013, Requesting 15.0 CEUs

Mr. Salitsky recused himself from this review; there by, causing the Board to lose quorum for the vote. This request is tabled until the next meeting.

Thomas C. Shea, J., "FEMA/DEMA G-290 Basic IPO", March 12 & 13, 2014, Requesting 16 CEUs

Lois Quinlin, "DHSS Nursing Leadership Conference", March 20, 2014, Requesting 5.0 CEUs

Delaware State Bar Association, "Health Care and Aging: Navigating the Challenges", April 29, 2014, Requesting 6 CEUs

Delaware Veterans Home "Understanding Dementia and Alzheimer's Disease", May 13th, 2014, Requesting 6 CEUs

Anna Short "Clinical Documentation Improvement CDI/ICD-10 Class", May 27, 2014, Requesting 4.5 CEUs

Anna Short "Delaware Rural Health Initiative 2014 Conference," June 17, 2014, Requesting 5.5 CEUs

Delaware Healthcare Facilities Association (DHCFA), "Integrating Process Tools into your QAPI Plan", August 14, 2014, Requesting 6.25 CEUs

After review and discussion Ms. White made a motion, seconded by Ms. Hague to approve the CE requests listed above. The motion carried unanimously.

AIT Waiver Request - none

COMPLAINT ASSIGNMENT PROCESS MEMO - None

REVIEW OF APPLICANTS FOR RE-EXAMINATION TEST - None

COMPLAINT ASSIGNMENT AND UPDATES – None

DISCIPLINE AND COMPLIANCE UPDATES – None

OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

Ms. Peer notified the Board of the fee increase letter from NAB. Effective September 15 2014, the NHA exam and the RCAL exam fees will increase by twenty five dollars.

The date for September Board Meeting has been changed to Monday, September 22.

PUBLIC COMMENT

No public comment.

NEXT SCHEDULED MEETING

The next meeting is scheduled to be held on Monday, September 22, 2014 at 1:00 p.m. in the second-floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Ms. White made a motion, seconded by Mr. Salitsky, to adjourn the meeting at 1:25 p.m. The motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Flora Peer". The signature is fluid and cursive, with the first name "Flora" and last name "Peer" clearly distinguishable.

Flora Peer
Administrative Specialist II
Board Liaison

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.